



# Vacancy

Want to work in a new community facility,  
with a focus on tourism and environment,  
for a dynamic development trust?

## CAMPSITE WARDEN

Part time : **Monday to Friday, 20 hours per week, year round**  
(equivalent to 4 hours a day delivered over 5 days).

2 hours of which are fixed daily between 10.30-12.30 (10 hours) at 'changeover' when the campsite is 'manned' and daily cleaning plus other duties are undertaken; plus 10 hours which can be undertaken with flexibility over the week to pick-up daily, monthly or seasonal tasks.

Permanent contract; subject to a satisfactory review at 3 months.

Salary : £22,000 F/T equivalent employed on pro rata basis = **£12,570 per annum**  
With 16 days paid leave (inclusive of public / bank holidays etc).  
Workplace pension scheme offered, with additional employers contribution.  
Paid leave will need to be by agreement; and ideally out of peak season.

Based at : **Cromarty Camping**, Bayview Crescent, Cromarty IV11 8YP

Employer : **Cromarty Community Development Trust (CCDT)**;  
CCDT Development Officer as line manager.

Suitable candidates must be based in or within a 3 mile radius of Cromarty on the Black Isle, for close proximity to the site, given the nature of the job. Option for additional hours to be agreed at key times for specific tasks or to assist or undertake other CCDT projects over the year.

### Essential skills :

- To act as the on-site ambassador for 'Cromarty Camping', CCDT and the wider town
- Pleasant manner at all times and can politely handle and resolve complaints
- Helpful, flexible and responsive; and a problem solver
- Able to take the lead, but also to liaise as part of a team and willing to take instruction
- Handyperson with basic buildings and grounds maintenance skills
- Gardening skills
- Cleaning skills
- Good time keeping and reliability
- Basic IT skills

If successful, you will be given full and detailed instruction on-site on how the service building and wider grounds are set out / operate, plus how the campsite runs ahead of opening. A manual will also be to hand; and the Development Officer / Architect is contactable. Training will be given and supported where required. You may occasionally work from wider locations in Cromarty to support works of CCDT as and when time allows. For full details see 'CCDT Warden | Person Specification'

Closing date for application and process : **Submission of CV to CCDT by 21 June 2023.**

Send to : [cromartydevelopmenttrust@gmail.com](mailto:cromartydevelopmenttrust@gmail.com) Interviews will be arranged for w/c 26 June 2023.  
Subject to 2 references appointment to be confirmed w/c 03 July 2023, for an immediate start.

To discuss this post if further questions remain please contact : Julie Macrae | Development Officer  
[Developmentofficer@cromartycdt.org.uk](mailto:Developmentofficer@cromartycdt.org.uk) or 07709 732133

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